## CEILING ANALYSIS

I The following information is provided in narrative and statistical form in order to better illustrate the present status of the Office of Training in regards to authorized Table of Organization ceilings.

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The total authorized personnel ceiling for all segments of the Office of Training is positions. Of this total, there are positions allocated to the Career Development Program, the Junior Officer Training Division, and Career Development has authorized slots while the Junior Officer Training Division is authorized positions and positions). The net figures for all other segments amount to a final figure of positions.
Therefore, it is this figure of positions which must be observed a true figure in determining internal position priorities.
The following is a breakdown of OTR in terms of ceiling:
True OTR Ceiling (Excl. JOT, CD, & On Duty (Non -JOT & CD)
Less: In Process - Clericals  " " - Professionals " " - Housekeeping
TOTAL OTR Vacancies
(1) We can add to this only those positions we are permitted to retain and include in our ceiling elsewhere.
(2) The majority of these can be cancelled.
(3) We should determine how many of these can be cancelled immediately.
II In this analysis certain facts are immediately evident and it may be possible for "New Ceiling" figures to be allocated for an internal priority basis. While most segments of OTR are either at their ceiling or within proximity of authorized strength there are some segments which are still "fat" as regards unencumbered or uncommitted positions.
It is quite possible that certain positions may be re-allocated from <b>QZEQ</b> these surplus sources to those units deemed eligible for increases in strength.

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III The following information is provided as a guide for the interpretation of statistical data attached:

- A. New Ceiling Suggested authorized positions under proposed Table of Organization.
- B. <u>Old Ceiling</u> Authorized positions within current Table of Organization which maybe encumbered.
- C. On Duty Actual number of persons currently on duty. Prof. Cler.
- D. In Process Actual number of persons in process for clearance Prof. Cler. for entrance on duty.
- E. Net / Or figures of numbers of persons on board and Ceiling in process as regards current ceiling authorized strength.

